

**CITY OF BELLEVILLE, ILLINOIS**  
**DOWNTOWN DEVELOPMENT/REDEVELOPMENT COMMISSION**  
**(DDRC) MEETING MINUTES**  
**August 26, 2019 4:00 p.m.**

**COMMISSION MEMBERS:**

Mayor Mark Eckert	Present
Ken Kinsella, Alderman-Ward 1, Chairman	Present
Jeff Renner	Present
Geri Boyer	Present
Michael Nester	Present
Steve Hemmer	Present
Chuck Blanquart	Present
Amanda Schlecht	Present
Brett Baltz	Present

**STAFF:**

Annissa McCaskill, Residential and Commercial Development Services Interim Director  
Amy Toenjes, Economic Development Planning and Zoning Department Secretary  
Jeff Heidorn, Building Commissioner

**GUESTS:** Michael Hagberg, Alicia Slocomb, Nancy Schulte, John Conkright, Beth Womble

The meeting of the Downtown Development/Redevelopment Commission (DDRC) met as scheduled at 4:00 p.m. in the 2nd Floor Conference Room of City Hall, 101 S. Illinois Street.

Ken Kinsella, Chairman called the meeting in order after declaring that there was a quorum. After introducing the members present, Chairman Kinsella explained the emergency procedures.

Chairman Kinsella asked if there were any corrections to be noted for the May 28, 2019 meeting minutes. No changes were made. A motion was made by Jeff Renner and Seconded by Michael Nester hence the minutes were approved.

**PUBLIC PARTICIPATION:** Nancy Schulte of Local Lucy's Spoke on behalf of Belleville Mainstreet. Ms. Schulte gave her endorsement to bring pop up shops to the downtown area. She also inquired what direction maybe the best to start this new venture. Ms. Schulte stated one idea was to utilize a Christkindlemarkt Chalet or to reach out to a building owner for a partnership of short-term leases from one week to one month. Ms. Schulte stated she has some examples of contracts and added the idea currently involved a panel of approximately three residents or business owners who would review applications and decide if the business idea would be a good fit. In addition, any food vendors would be required to be licensed through the County Health Department and all businesses would be required to be licensed and pay sales tax. Annissa McCaskill, Residential and Commercial Development Services Interim Director stated the idea had been brought to the downtown Development/Redevelopment Commission (DDRC) last year and the idea was thought to have merit although it was tabled until a later date when the Downtown Special Service Area Program was established, which it is now as it is being discussed in this meeting. Mayor Eckert added he believed this idea should be revisited at a future meeting. Ms. Schulte added if anyone was interested how another local community is utilizing a pop shop, Columbia, Illinois has a pop-up shop and the information and application can be found on their municipality's website.

## **New Business:**

### **1. Downtown Special Services Area Assistance Applications:**

#### **a. Conkright, Inc. d/b/a Ben's**

Annissa McCaskill, Residential and Commercial Development Services Interim Director gave a brief description of the project which includes, removal of center front window, instillation of new glass front door, addition of ADA approved employee restroom and closing wall opening to adjacent building. Estimated total cost is \$35,895 with \$20,000 of that being eligible for assistance. John Conkright owner of the storefront at 120 East Main gave a brief description that he has downsized his business Ben's and he currently has a tenant for this space and will need to section off this portion of the building to lease as a standalone space. Mayor Eckert stated he would support this request although he would like to see the window in Mr. Conkright's building located at 112 East Main be repaired as his office has received several complaints regarding the menu. Steve Hemmer made a motion to approve with Chuck Blanquart Seconding the motion. Jeff Renner inquired how much money was currently in the budget for the Assistance Program. Ms. McCaskill stepped out of the meeting and verified with Jamie Maitret, Finance Director there is currently \$1,135 from the original \$50,000 put aside for the assistance program, in addition there is \$60,000 in the reserves.

**A motion to fund \$20,000 to the project at 120 East Main was made by Steve Hemmer with the stipulation the window at 112 East Main is repaired and funds are transferred from reserves. It was seconded by Chuck Blanquart. All present members voted aye. Motion carried 7-0.**

**A motion to transfer \$20,000 from reserves into the Downtown Special Service Area Assistance Program Budget to was made by Steve Hemmer. It was seconded by Chuck Blanquart. All present members voted aye. Motion carried 7-0.**

**A motion to suspend the Downtown Special Service Area Assistance Program to was made by Michael Nester. It was seconded by Amanda Schlecht. All present members voted aye. Motion carried 7-0.**

## **OLD BUSINESS:**

## **ADJOURNMENT:**

With no other business to discuss, Chairman Kinsella asked for a motion to adjourn.

**A motion to adjourn was made by Amanda Schlecht. It was seconded by Brett Baltz. With all present members voting in the affirmative. Motion carried. 7-0.**

Chairman Kinsella adjourned the meeting at 4:45p.m.

Respectfully Submitted,  
Amy Toenjes, Secretary  
Economic Development, Planning, & Zoning Department

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Ken Kinsella, Alderman Ward 1, Chairman

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